

Minutes

Special Educational Needs and Disabilities (SEND) PARTNERSHIP BOARD

Thursday 17 January 2019

10.00am-11.30am, Youth Service Room 222, Level 2, Civic Centre

Present:	
CLlr Paul Jacques (PJ) (<i>Chair</i>)	Oldham Council, Cabinet Member, Education & Culture
Helen Lockwood (HL)	Oldham Council Deputy Chief Executive, People & Place
Andrew Sutherland (AS)	Oldham Council Education and Early Years services.
Mark Warren (MW)/Susannah Meakin (SM)	Oldham Council Adult Social Care services.
Shirley Woods-Gallagher (SWG)	Oldham Council AD of Education SEND
Claire Smith (CS)	NHS/CCG Exec Nurse
Janet Wray (JW)	NHS/CCG Nurse Cons; Designated Clinical Officer
Siobhan Ebdon (SE)	Pennine Care NHS Foundation Trust
Karen Worthington (KW)/Janette Olsen (JO)	Bridgewater Community Healthcare NHS Foundation
Steph Bolshaw (SB)	Positive Steps
Kristy Nuttall (KN)	SEND Parent Governor
Andrew Robinson (AR) (<i>Deputy Chair</i>)	Oldham Parent Carer Forum, POINT Chief Executive
Craig Slater (CS)	Parent Rep
Anne Redmond (ARe)	Special Schools
Debra Woodruff (DW)	Further Education (Oldham College)
Apologies:	
Merlin Joseph (MJ)	Oldham Council Children's services
Katrina Stephens (KS)/Charlotte Stevenson (CSt)	Oldham Council Public Health services.
Helen Hampson (HH)	Primary Schools Sector
Shoukat Ali (SA)	Oldham Council Transformation PMO
Jill Beaumont (JB)	Oldham Council Social Care and Early Help services.
Mathew Milburn (MM)	Secondary Schools Sector
Invitees:	
Naaira Zaman (NZ) - for item 7	

1	Welcome, Introductions and Apologies
	PJ welcomed everyone to the meeting and introductions were done by all. Apologies were noted.
	Demo of Oldham's Local Offer
	Demo of Local Offer pages provided by Jean Reid and Geri Barry with feedback/suggestions provided by PB members on its further development. Key points of note:- <ul style="list-style-type: none"> Fixes to pages have been put in place. All access buttons have been condensed – can add more if required. Health and Well-being info added. Also provides information for the Carer's wellbeing. Some info/records still need updating – date of updates now added to allow people to see when info/record were last been updated. Filters to additional information need to be added.

	<ul style="list-style-type: none"> Aiming to get info/records updated on as many pages as possible by end Jan19 and then to further review and identify gaps. <p>Members to email localoffer@oldham.gov.uk any further comments and if any key information is missing or needs updating/adding on the LO pages.</p>
2	<p>Minutes of the last PB meeting held Thurs 11 Oct 18</p> <p><u>2a Accuracy and any matters arising</u> Draft v1 of last Board meeting held 11/10/18 agreed as an accurate record. There were no matters arising from the minutes of the last Board meeting.</p> <p><u>2b Updates on actions (Actions Log)</u> Review of outstanding actions not covered in agenda items for this Board meeting undertaken. Key updates provided:</p> <ul style="list-style-type: none"> No additional outstanding items not covered in Agenda.
3	<p>Ofsted/CQC Revisit to LAs with WSoA for SEND</p> <p><u>Oldham Revisit Inspection re SEND anytime Mar19 onwards</u> AS provided update in that further to the Bi-monthly visit/meeting in Sept18 the DfE announced in Nov18 potential changes to the Inspection process incl. proposed 'revisits' to local areas with a WSOA for SEND. It has been confirmed that Oldham will now not receive a letter from the Minister until after its revisit (re-Inspection), which is anticipated to take place anytime Mar19 onwards. Oldham's bi-monthly visits/meetings with DfE/NHS England will continue until the revisit with the meeting on 23 Jan19 to focus on the remaining AMBER Priority Area 3 incl. quality/timeliness of EHC Plans being used as a continuation of these. Expected that Oldham will get 10 days' notice prior to the revisit which will last 2-4 days.</p> <p>AS also highlighted that following notification on Mon 14/1/19 preparations are underway for Ofsted's Inspection of the Local Authorities Children's Service (ILAC) which is due to commence Mon 21/1/19, hence the apologies from MJ and SA.</p> <p><u>Revisit forward planning via a sub-group</u> SWG updated that a weekly task group has been established to focus on the preparations for the SEND revisit. The group is focussed on ensuring that we are inspection ready including an appraisal of what Ofsted told us in the feedback letter following the SEND Inspection in terms of strengths/weaknesses. It will also ensure we have key docs in place and check we have all necessary evidence of actions taken and impacts achieved. Highlighted that a praise tracker is in place which captures feedback/comments from parents/carers/schools on positive impacts. The group will also use guidance/feedback/ learning from a visit to Rochdale Council who have already had a revisit to further support Oldham's preparation. We will also need to identify/brief members of the SEND Partnership with whom Ofsted may want to speak to as part of the revisit.</p> <p>Action: SWG to ensure that reports from Ofsted Inspections that have taken place in schools referencing SEND are collated, reviewed and followed-up as part of the revisit prep.</p> <p><u>Proposed Mock-Ofsted re SEND in prep for Revisit</u> AS also highlighted that a mock-Ofsted inspection will be planned and undertaken as part of the preparation for the actual revisit.</p>
4	<p>Development of SEND Inclusion Strategy (Verbal)</p> <p><u>Progress update on development of the draft Strategy</u> AS provided update on progress with development of the SEND Inclusion Strategy. Key points of update/ discussion noted:-</p> <ul style="list-style-type: none"> Following scoping activity and series of engagement sessions with key leaders/stakeholders across the SEND Partnership, the Inclusion Expert consultants have produced an outline draft of the Strategy for review by key officers. A further version of the Strategy is being prepared under key themes with further work/input from key professionals/SME from across the partnership.

	<ul style="list-style-type: none"> • A working group will also commit time and focus on reviewing the draft Strategy and to further develop it to ensure it covers all key themes and contents required. This will inform an Action Plan which identifies key areas of work/activity we want to progress beyond the WSOA. • Once a completed draft Strategy is available soft launch events with key partners/stakeholder will take place incl. CYP, parent/carers, schools to seek feedback/further input on the Strategy. • Anticipated that by Apr19 we will have a Strategy that is truly co-produced, owned, supported by the whole SEND Partnership. <p>AS highlighted that the Strategy is looking to better define 'SEND support' with a more definitive statement on this which all key partners/stakeholders can subscribe to and adopt.</p> <p>Cllr PJ expressed that schools need clarity and a better definition and understanding around SEND support, particularly in terms budgets available and required hours support for SEND pupils. AS shared that as well as this being considered in the development of the Strategy, the work relating to Social Finance will also be focussing on a review of spend, budgets and outcomes.</p> <p>Board noted update provided and proposed next steps.</p>
5	<p>Progress of SEND Management Group/T&F Workstreams incl. key work priorities & changes</p> <p>AS provided key highlights on work/progress being made by the SEND Management Group and T&F Workstreams. Key points of overview/discussion noted:</p> <ul style="list-style-type: none"> • MG and T&F Workstream continue to meet and progress work on key SEND related activities as being reported at this Board meeting. • Annual Reviews/EHCPs - SWG updated that 193 plans have been completed. New timeliness and quality processes have been put in place and used for EHCP planning/plans. CS expressed that the recent 100% timeliness on plans has been a fantastic achievement and is due to the commitment and efforts of all involved. JW highlighted that a Health coordinator came in to post on 7/1/19 to support the EHC panels and that they are based with Council's EHC Team. • Local Offer – AS updated that work is continuing on LO as per Demo/update provided earlier. • Integrated Commissioning - CS updated that this Workstream is reviewing list of commissioned services which is a large and complex piece of work. • SEN Support – AS updated that this Workstream is large and currently looking at a number of strategies incl. on SEN support and attendance and also looking at more work with SENCO's. • Preparation for Adulthood – AS/AR updated that work on this has been challenging, however the SEND Event on 3/2/19 will help get CYP, parents/carers involved in shaping future work. Work of this Workstream is to be revisited to take into account the outcome of the Event and the Inclusion Strategy being developed. • Transport - AR updated that work is progressing on revising the transport policy. Feedback from families from the SEND Events will further inform the work of the Workstream. <p>PM members noted the updates provided.</p>
6	<p>Communications/Engagement</p> <p><u>6a Feedback from SEND Event held 14/10/19</u></p> <p>AR provided overview on SEND Event Highlights (circulated) by way of feedback evaluation on the Info, Advice & Guidance Event held on 14/10/18. Key points of overview/discussion noted:-</p> <ul style="list-style-type: none"> • Attendance of 284 incl. parents/carers, practitioners and cyp. 87 comments/feedback forms on event received. Overall feedback on the event was very positive. • Successes incl: good turnout/engagement; format/range of info received positively; & more parents recruited for consultation opportunities on SEND. • Learning incl: engagement window to short; more activity to engage cyp; review venue; & reduce consultation/presentation slots; • 'you said, we did' doc being produced on info gathered - once complete this will be published on Oldham's Local Offer.

	<p><i>(Detailed Evaluation Report on 14/10/18 SEND Event circulated to PB members for further info/ref).</i> <i>(Report on key outcomes from consultation on EHC Process held at the Event also circulate for info/ref).</i></p> <p><u>6b Update on planning 'Preparation for Adulthood' SEND Event 3/2/19</u> AR provided update/details on the next SEND Event scheduled for 3 Feb19. Confirmed that the 'Preparation for Adulthood' themed Event is to take place on Sun 3 Feb19, 12-3pm at Oasis Academy School (Flyer for event circulated). 20 exhibitors are to hold stalls and filming of key highlights of the event along with snap shots of participant's experiences will take place.</p> <p>Highlighted that as with the last event this will be a real opportunity for informal feedback, engagement and consultation with parents, carers, children & young people and local residents on a range of related services for multi-agencies and partners.</p> <p>Also shared that an annual POINT Conference event is also being planned for 22 Mar19 with further details to be confirmed in due course.</p> <p><u>6c Progress on SEND Involvement Strategy</u> MD provided update on work with reference to the SEND Involvement Strategy. Reported that:</p> <ul style="list-style-type: none"> • Work on the Strategy builds on the self-Audit completed with all the SEND T&F Workstreams to capture info on involvement activities undertaken to date and to identify gaps. This evidenced that gaps are mainly around meaningful engagement with cyp. • A draft Strategy has been produced which sets out a strategic approach to SEND which needs to be owned, shared and embedded in delivery across the local SEND Partnership. • Further work is underway with T&F Workstreams on a plan to deliver the outcomes of the Strategy and to address the gaps in involvement/engagement activity. <p>PB members noted the update. Discussion held regarding the role of the Board in the roll-out of this work and related activities going forward.</p> <p><u>6d Update on 'voice of the child'</u> Due to CM/AR apologies in light of the Children's Inspection notification this item was deferred.</p>
7	<p>SEND Performance and Data Dashboard</p> <p><u>SEND Data Dashboard; and Analysis/deep dive on key data sets</u> NZ provided high-level summary on key analysis/deep dives undertaken on current data/info in the SEND Dashboard.</p> <p>Summary narratives provided on data/info sets relating to: ECP Annual Update; EHCP New Plans; New EHCP Issued 2018; EHCP Totals; EHCP Timeliness; EHCP Quality of Referrals; School Census; Exclusions; Short Breaks Personal Budgets; and Transport.</p> <p>Board members noted contents of summary narratives and discussed current data/information.</p> <p>Board requested that given the importance of this item it is scheduled earlier in the agenda for future meetings and that the Data Dashboard and analysis/deep dive on key data sets are circulated ahead of meetings to allow for review and more informed/detailed discussion on these at meetings (AS/SA).</p>
8	<p>Any Other Business</p> <p>None. (Updated Board Meetings Schedule-Forward Plan circulated for ref/info).</p>
	<p>Date of next meeting: Monday 28 February 2019, 9.30am-11.30am, Crompton Suite, Civic Centre, West Street, Oldham, OL1 1UG</p>